

re: ACH wire transfer

Subject: re: ACH wire transfer
From: Emelia Tso <emelia.tso@lacity.org>
Date: 09/04/2013 12:29 PM
To: Donald Duckworth <duckworth.donald@gmail.com>

Hi Donald,

The ACH wire transfer cannot be done immediately. Rick and Rosemary needs to approve the invoice.. After the approval, I can process the invoice. Then the payment documents needs 2 level approval in our office. The Controller also needs to do another approval as the amount is over \$100,000.00. Hopefully, the EFT payment will be available in your bank at the end of the next week. I also will email you to confirm the date.

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Thanks.

Emelia Tso
Administrative Service Division
Office of City Clerk
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